

Public Safety Broadband Network (PSBN) Commission
Department of Public Safety, Headquarters, Lab Classroom
Meeting Minutes
September 3, 2014

- The meeting was called to order by Chair, Paco Aumand at 1:33 pm. Those present included: Steve Locke, Robert T. White, Michael Richards, Frank Costantino, Bill Laferriere, Joe Flynn, Chris Campbell, Sara Small, Dean Hamel, Lt. Michael Manning, and Suellen Royea.
- **State Consultation preparation, Readiness Checklist Review:** Paco Aumand noted that the forms have not been submitted, but he has been collecting data and hopes to submit the forms soon. The state consultation process on the dates for Vermont probably will not be until sometime in February/March.
- **FirstNet organization:** Paco Aumand reported that the first state consultation meeting was held in Maryland and it was determined that they want to hear more from first responders and will be readjusting their meetings. Bill Casey, our local representative, has returned to the FBI. Job descriptions for the ten (10) FirstNet regions have been written and are being screened by Commerce.
- **Outreach Update:** Paco Aumand noted that he spoke to VT Chiefs of Police Association and received 18 contacts for SLIGP grant. Lt. Mike Manning reported he spoke with LEPC 9's and will be closing an upcoming conference with information on FirstNet. Paco added that the Police Chiefs had not heard about FirstNet. He felt that fire responders are more aware of FirstNet than the police and there is a need to start getting the word out. The next opportunities to share this information with organizations include:
 - the Preparedness Conference;
 - the Health Department Conference for EMS agencies to be held in Killington, which Lt. Manning offered to contact Chris Bell to request to be added to their agenda;
 - the VFA meeting on December 10th, which Mike Richards offered to speak again at if there is new information. Paco Aumand noted that there are FirstNet pamphlets specific for Fire Service, which Sara Small will email to Mike Richards; and
 - a VTrans meeting on October 14th, which Robert White will forward contact information to Paco Aumand.

It was noted that Paco Aumand and Lt. Mike Manning have PowerPoint presentations that can be used. It was requested that if you give a presentation, to send an email with the number of people you reached and how much time was spent. Joe Flynn noted that VEMHS holds a meeting with the LEPC each month. Paco noted that each entity needs to know about the Commission, what FirstNet is, and that it is not a replacement of LMR. Lt. Manning noted that the NITSA presentation gives an overview of the basic information.

- **Update on hiring process and technical advisor RFP:** Paco Aumand reported that a job opportunity for the Project Manager was posted and returned two candidates. One candidate they were very interested in, but then there was a hiring freeze that effected the position. Dean Hamel reported that the position was reposted on August 20th and included advertising in some local papers and monster.com. So far there are three (3) candidates that are very interested. Once the posting closes on September 11th, they can start the interview process. The position is for a limited service, IT Project Manager IV at a pay grade 29. Paco Aumand added his concern is that we get someone who is very qualified in project management but doesn't understand the workings of public safety. In regards to the RFP for the Technical Advisor, Paco reported that it has been started, but he is waiting for the Project Manager to finalize the RFP.
- **E911 Study Update:** Paco Aumand gave a review of the Enhanced 911 study. The working committee includes: Jim Porter, Dave Tucker, Roger Marcoux, Kiersten Bourgeois and himself. The Legislative study was requested to move E911 into Public Service, Public Safety or the Division of Connectivity. The draft report is being drafted with a recommendation that the E 911 Board should be moved into Public Safety, but the report is not completed as \$300,000 in savings still needs to be found. One possibility may be to restructure PSAPs, but there is some concern that there is a formula that indicates how many positions are needed. Paco noted that there have been no discussions about significant changes at the local level. Steve Locke shared a recent situation where there were three (3) 911 calls coming in at 2 am, and the difficulties to answer those calls while trying to dispatch at the same time. He has been re-thinking the single phased model of a call taker also providing dispatching services. Paco shared the format of a company that has call takers and dispatchers in the same facility, they are cross trained, but do not do the combined position. Paco added that Public Safety is also working on a Dispatch Fee Structure to present to the Legislature. There was a short review on the type of dispatching we are doing.
- **Other Business:** Those that took the time to come were thanked by Paco. Robert White shared that Transportation is moving forward to implement some components to receive some advanced technology to capture grip/friction factor on some bridges.
- **Meeting adjourned at 2:07 pm.**